

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2000

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: The Housing Authority of the City of Erie

PHA Number: PA013

PHA Fiscal Year Beginning: (mm/yyyy) 04/01/2000

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☒ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here)

The Housing Authority of the City of Erie exists to provide safe, decent, and affordable housing for lower-income families, elderly, and disabled individuals; and to foster among the residents we serve economic self-sufficiency, and a sense of community and pride in the neighborhoods where they reside.

To this end, the Authority, through its Admission and Occupancy policy, will provide housing to a cross-section of the low-income population so as to obtain a broad range of incomes in public housing and promote economic diversity resulting from employment.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- ☒ PHA Goal: Expand the supply of assisted housing
- Objectives:
- ☐ Apply for additional rental vouchers:
 - ☒ Reduce public housing vacancies:
 - ☐ Leverage private or other public funds to create additional housing opportunities:
 - ☐ Acquire or build units or developments
 - ☒ Other (list below)

Work with local landlords to accept Section 8 participants into units not currently participating in the program.

☒ PHA Goal: Improve the quality of assisted housing

Objectives:

- ☒ Improve public housing management: (PHAS score) 77.89%
- ☐ Improve voucher management: (SEMAP score)
- ☐ Increase customer satisfaction:
- ☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- ☒ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☒ Other: (list below)

- Improve the occupancy level of existing public housing and lease-up rates of Section 8 assistance. HACE has developed a full media marketing campaign to raise the awareness level in the community of HACE's housing programs.

☒ PHA Goal: Increase assisted housing choices

Objectives:

- ☐ Provide voucher mobility counseling:
- ☒ Conduct outreach efforts to potential voucher landlords
- ☐ Increase voucher payment standards
- ☐ Implement voucher homeownership program:
- ☒ Implement public housing or other homeownership programs:
- ☐ Implement public housing site-based waiting lists:
- ☐ Convert public housing to vouchers:
- ☒ Other: (list below)

PROVIDE HOUSING ASSISTANCE TO MORE FAMILIES INDIVIDUALS

1. *Achieve* 95% occupancy in the Public Housing Program.
2. *Increase* utilization of Section 8 assistance by 20% over 1998.
3. *Implement* a community public relations and marketing plan.

HUD Strategic Goal: Improve community quality of life and economic vitality

☒ PHA Goal: Provide an improved living environment

Objectives:

- ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- ☒ Implement public housing security improvements:
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☒ Other: (list below)

IMPROVE LIVABILITY OF PUBLIC AND SECTION 8 HOUSING

1. Reduce reported crime by 10% from 1998.
2. *Implement* recommendations from SPARTA Consulting, Inc., leading to crime reduction and drug elimination.
3. Maintain all communities litter free.
4. Maintain average response time for tenant-generated work to two (2) workdays or less.
5. Increase the obligation rate for Drug Elimination and Comprehensive Grant Program funds.
6. *Maintain* the current level of resident satisfaction with living conditions in public housing.

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

☒ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☒ Increase the number and percentage of employed persons in assisted families:
- ☒ Provide or attract supportive services to improve assistance recipients' employability:
- ☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☒ Other: (list below)

**ENHANCE SELF-SUFFICIENCY OF PUBLIC HOUSING / SECTION 8
TENANTS AND PROMOTE A GREATER SENSE OF COMMUNITY
AMONG RESIDENTS**

1. Increase the ratio of Public Housing and Section 8 tenants who have employment as a source of income.
2. Continue the HomePLUS program at Schmid Towers and Friendship Apartments
3. *Increase* number of Section 8 recipients who participate in self-sufficiency strategies.
4. *Work* with residents to improve the image of public housing.
5. Develop Homeownership Program for public housing residents.
6. *Continue* to implement ceiling rents that reflect rental value of units based on size, condition, and location.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- ☐ PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - ☐ Other: (list below)

Annual PHA Plan
PHA Fiscal Year 2000
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

Streamlined Plan:

- ☐ **High Performing PHA**
☐ **Small Agency (<250 Public Housing Units)**
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Housing Authority of the City of Erie (HACE) Annual Plan provides a summary of the programs, operations, and clients assisted by the agency. The plan makes public the financial and collaborative resources leveraged by the HACE to deliver high quality housing and economic self-sufficiency services to the low-income population in the City of Erie. The plan informs the public of some of the unique challenges facing the agency such as the temporary oversupply of affordable housing. Where possible, HACE has suggested approaches to solving some of the challenges and is looking forward to obtaining Resident Advisory Board and Community feedback.

Highlights

- HACE is striving to improve operations in lease-up of both public and Section 8 assisted housing;
- HACE is in the process of a massive Public Housing marketing campaign to attempt to reduce the above-average vacancy rate in public housing;
- HACE will be requesting HUD approval to market underutilized quality public housing to the market rate and moderate income households not served in the community as identified in the Consolidated Plan;
- HACE's capital expenditures and plans for the next five years are included in the plan; and

- The HACE has revised the Admissions and Continued Occupancy Plan (ACOP), and Section 8 Administrative Plan, including the Project Based Assistance Unit Selection Policy.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

Table of Contents

	<u>Page #</u>
i. Annual Plan	1
ii. Executive Summary	1
iii. Table of Contents	2
1. Housing Needs	5
2. Financial Resources	13
3. Policies on Eligibility, Selection and Admissions	14
4. Rent Determination Policies	25
5. Operations and Management Policies	29
6. Grievance Procedures	30
7. Capital Improvement Needs	31
8. Demolition and Disposition	33
9. Designation of Housing	34
10. Conversions of Public Housing	35
11. Homeownership	36
12. Community Service Programs	38
13. Crime and Safety	41
14. Pets (On hold pending final regulations).	43
15. Civil Rights Certifications (included with PHA Plan Certifications)	43
16. Audit	44
17. Asset Management	44
18. Other Information	45
Attachments	47

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- ☒ Admissions Policy for Deconcentration (attachment PA013a01.pdf)
- ☒ FY 2000 Capital Fund Program Annual Statement (attachment PA013b01.pdf)
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- ☒ PHA Management Organizational Chart (attachment PA013c01.pdf)
- ☒ FY 2000 Capital Fund Program 5 Year Action Plan (attachment PA013d01.pdf)
- ☒ Public Housing Drug Elimination Program (PHDEP) Plan (attachment PA013e01.pdf)
- ☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (attachment PA013f01.pdf)
- ☐ Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and Continued Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Section 8 Administrative Plan
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	4298*	3	2	4	4	N/A	N/A
Income >30% but <=50% of AMI	2196*	1	3	4	2	N/A	N/A
Income >50% but	832*	1	3	4	2	N/A	N/A

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
<80% of AMI							
Elderly	1810*	1	3	4	2	N/A	N/A
Families with Disabilities	423*	1	4	4	4	N/A	N/A
White	N/A	1	4	4	N/A	N/A	N/A
Afro-American	N/A	1	4	4	N/A	N/A	N/A
American Indian, Alaskan, Aluet	N/A	1	4	4	N/A	N/A	N/A
Hispanic	N/A	1	4	4	N/A	N/A	N/A
Asian/Pacific Islander	N/A	1	4	4	N/A	N/A	N/A

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
 Indicate year: **1995, Information computed from the table on Page III-10 of the City of Erie Consolidated Plan. Total renters multiplied by the percent in need of housing or burdened.**
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data
 Indicate year:
- ☐ Other housing market study
 Indicate year:
- ☐ Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	169		900-1100*
Extremely low income <=30% AMI	79	47%	
Very low income (>30% but <=50% AMI)	29	17%	
Low income (>50% but <80% AMI)	61	36%	
Families with children	92	54%	
Elderly families	61*	36%	
Families with Disabilities	16	9%	
White (Non-Hispanic)	80	47%	
Black (Non-Hispanic)	71	42%	
American Indian/ Native Alaskan	0	-	
Asian or Pacific Islander	3	2%	
Hispanic	15	9%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	94	56%	73
2 BR	62	37%	95
3 BR	11	7%	47
4 BR	1	1%	30
5 BR	0	0	5

Housing Needs of Families on the Waiting List			
5+ BR	1	1%	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

*** It takes approximately 4 offers to lease each unit. Therefore, the waiting list turnover is much greater than the unit turnover (see page 34)**

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	616		Approximately 411
Extremely low income <=30% AMI	Unknown*	Unknown*	
Very low income (>30% but <=50% AMI)	Unknown*	Unknown*	
Low income (>50% but <80% AMI)	Unknown*	Unknown*	
Families with children	494	80%	
¹ Elderly families	21	3%	
Families with Disabilities	Unknown*	Unknown*	
White (Non-Hispanic)	318	52%	

¹ * The HACE Section 8 eligibility and selection is a two step process. In the initial step, HACE does not collect demographic and household income information because the information becomes out dated. That is why the HACE list the information requested as "Unknown" for the 616 persons currently on the 'initial list'. The information requested is obtained only at the time the person is screened for admission to the program and eligibility is certified.

Housing Needs of Families on the Waiting List			
Black (Non-Hispanic)	168	27%	
American Indian/ Native Alaskan	8	1%	
Asian or Pacific Islander	2	.03%	
Hispanic	20	3%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	222	36%	Need Information
2 BR	166	27%	Need Information
3 BR	115	19%	Need Information
4 BR	112	18%	Need Information
5 BR	0	0	
5+ BR	1	.016%	Need Information
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 7			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units

- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☐ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☐ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☒ Other: (list below)

Seek HUD approval to allow admissions to market rate families in vacant units not needed by low-income families. The units are sitting idle because of the current over supply of low-income housing in the City of Erie.

Need: Specific Family Types: The Elderly**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☒ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☐ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs

☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

The City of Erie currently has an oversupply of low-income and affordable housing. The market is so slow that owners are forgiving rent, waiving move-in deposits, and providing other incentives and, in some cases, better amenities than units at HACE.

Demolition would be irresponsible. HACE believes that the developments are still viable and will be needed in the future. HACE will be performing the viability and best use analysis on the developments with high vacancy rates.

HACE will be requesting HUD approval to rent the existing Public Housing units to the open market under the same provisions allowed for small PHA's under QHWRA. If the unit(s) are ever needed by a low-income person, the market tenant will be required to leave the unit.

HACE will develop a homeownership and mixed occupancy strategy for the Franklin Terrace community where vacancies have been consistently over 10% for the last five years.

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☐ Funding constraints
- ☐ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance

- ☐ Results of consultation with local or state government
☐ Results of consultation with residents and the Resident Advisory Board
☐ Results of consultation with advocacy groups
☒ Other: (list below)

The availability of low-income housing vastly exceeds the demand. The number of vacancies and retention of renters in the public housing program has convinced HACE that a new approach is necessary to attract and retain renters in the Erie market. HACE's situation is similar to that of other affordable housing providers in Erie, where vacancies abound and waiting lists are very short or non-existent. This current over-saturation is a result of on-going approval of Section 202 elderly and tax credit projects for the Erie urban area.

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	2,500,000	
b) Public Housing Capital Fund	4,500,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,900,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	480,000	
g) Resident Opportunity and Self-Sufficiency Grants		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Section 8 New Construction	162,000	Operations
2. Prior Year Federal Grants (unobligated funds only) (list below)		
PHDEP 1999	483,080	Safety, crime prevention program
CGP 1999	4,798,305	Modernization
3. Public Housing Dwelling Rental Income	3,740,000	Operations
4. Other income (list below)		
Excess utilities, non dwelling rent, other	242,220	Operations
Interest	407,870	Operations
5. Non-federal sources (list below)		
Erie Heights	621,830	Operations
Section 8 New Construction	129,890	Operations
Curry/Schell	241,580	Operations
New Development	62,500	Operations
Total Resources	20,269,275	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit: 2 months
- ☒ Other: (describe)

Due to the small number of persons on the waiting list, the HACE verifies eligibility within 2 months of application.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☒ Housekeeping
- ☐ Other (describe)

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- ☐ PHA main administrative office
 - ☐ All PHA development management offices
 - ☐ Management offices at developments with site-based waiting lists
 - ☐ At the development to which they would like to apply
 - ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

☒ One - Hardship provisions may apply, allowing the participant to hold position on the list upon confirmation to HACE.

- ☐ Two
☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
- ☐ Overhoused
- ☐ Underhoused
- ☐ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☒ Other: (list below)

Transfers are permitted pursuant to Grievance Hearing decisions.

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☒ Substandard housing
- ☐ Homelessness
- ☒ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☒ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

Page 8 of the HACE ACOP list that, if all other factors are equal, a preference is given to the elderly households. For more information please consult the ACOP.

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

2 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
- 1 Substandard housing
Homelessness
- 1 High rent burden

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☒ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

See Page 8 of the ACOP.

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA’s Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition?
(select all that apply)

- ☐ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☐ At family request for revision
- ☐ Other (list)

(6) De-concentration and Income Mixing

a. ☒ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

The HACE will be requesting HUD approval to offer public housing units to families above the income limit until the units are needed by low-income families, as exhibited by a significant increase in the public housing waiting list. This approach offers several benefits. First, the influx of working families will dilute the concentrations of poverty, as called for in the Act. Second, the occupancy levels in the developments will become more stable and the number of vacancies will be substantially reduced.

b. ☒ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site-based waiting lists
If selected, list targeted developments below:

☒ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

Harbor Homes	PA 13-1
Lake City Dwellings	PA 13-2
Franklin Terrace	PA 13-3
Harbor Homes Annex	PA 13-4
Schmid Towers	PA 13-5
Scattered Sites	PA 13-7
Scattered Sites	PA 13-8
WestBrook	PA 13-9
Eastbrook	PA 13-10
Bird Drive	PA 13-11
Pineview	PA 13-14
Friendship Apts	PA 13-15

Scattered Sites	PA 13-17
Scattered Sites	PA 13-18
Ostrow Apts	PA 13-19

- ☒ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Harbor Homes	PA 13-1
Lake City Dwellings	PA 13-2
Franklin Terrace	PA 13-3
Harbor Homes Annex	PA 13-4
Schmid Towers	PA 13-5
Scattered Sites	PA 13-7
Scattered Sites	PA 13-8
WestBrook	PA 13-9
Eastbrook	PA 13-10
Bird Drive	PA 13-11
Pineview	PA 13-14
Friendship Apts	PA 13-15
Scattered Sites	PA 13-17
Scattered Sites	PA 13-18
Ostrow Apts	PA 13-19

- ☐ Other (list policies and developments targeted below)

- d. ☒ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

HACE will be requesting approval to rent units to over- income families until such time as they are needed by low-income families (see 6.a.).

- e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
☒ Actions to improve the marketability of certain developments
☐ Adoption or adjustment of ceiling rents for certain developments
☒ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
☐ Other (list below)

- f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☒ List (any applicable) developments below:

Harbor Homes	PA 13-1
Lake City Dwellings	PA 13-2
Franklin Terrace	PA 13-3
Harbor Homes Annex	PA 13-4
Schmid Towers	PA 13-5
Scattered Sites	PA 13-7
Scattered Sites	PA 13-8
WestBrook	PA 13-9
Eastbrook	PA 13-10
Bird Drive	PA 13-11
Pineview	PA 13-14
Friendship Apts	PA 13-15
Scattered Sites	PA 13-17
Scattered Sites	PA 13-18
Ostrow Apts	PA 13-19

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☒ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors below)
- ☐ Other (list below)

b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

- c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug-related activity
- ☐ Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☒ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☒ PHA main administrative office
- ☐ Other (list below)

(3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

If the family can document that they have been actively engaged in searching for a unit then HACE will generally give a 30 extension.

(4) Admissions Preferences

- a. Income targeting

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☐ Yes ☒ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability

- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☐ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
- ☐ Briefing sessions and written materials
- ☒ Other (list below)

Project based assistance program policy.

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices
- ☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☒ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0 (this is a proposed change from the current policy of \$25)
☐ \$1-\$25
☐ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:
- d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)
- ☐ For the earned income of a previously unemployed household member
- ☒ For increases in earned income
- ☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- ☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- ☐ For household heads
- ☐ For other family members
- ☐ For transportation expenses
- ☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
- ☒ Other (describe below)

HACE deducts FICA, State, local taxes, and costs for un-reimbursed health insurance deducted from the participants' gross income. Generally, this amounts to an 11.45% deduction for working residents, plus un-reimbursed health insurance premiums.

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)
- ☒ Yes for all developments
- ☐ Yes but only for some developments
- ☐ No
2. For which kinds of developments are ceiling rents in place? (select all that apply)
- ☒ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☒ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☒ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)
- ☐ Never
 - ☐ At family option
 - ☒ Any time the family experiences an income increase
 - ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
 - ☐ Other (list below)

- g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- ☒ The section 8 rent reasonableness study of comparable housing
 - ☐ Survey of rents listed in local newspaper
 - ☒ Survey of similar unassisted units in the neighborhood
 - ☐ Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☒ 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families

☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0 (This represents a change from our current policy of \$25).
☐ \$1-\$25
☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached.
☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1858	276
Section 8 Vouchers	77	40
Section 8 Certificates	512	251
Section 8 Mod Rehab	50	25
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug	1858	276

Elimination Program (PHDEP)		
Other Federal Programs(list individually)		
Section 8 New Construction	33	6

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
 - HACE Admissions and Continues occupancy Policies
 - Rental Lease Agreement and Tenant Handbook
 - HACE Maintenance Operations manual
- (2) Section 8 Management: (list below)
 - Section 8 Administrative Plan
 - Project Based Assistance (PBA) Program guide

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office (applicants)
☒ PHA development management offices (residents)
☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) PA013b01.pdf

-or-

- ☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)
- b. If yes to question a, select one:
- ☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state namePA013d01.pdf
- or-
- ☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)
1. Development name:
 2. Development (project) number:
 3. Status of grant: (select the statement that best describes the current status)
 - ☐ Revitalization Plan under development
 - ☐ Revitalization Plan submitted, pending approval
 - ☐ Revitalization Plan approved

☐ Activities pursuant to an approved Revitalization Plan underway

☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>

5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)

Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input checked="" type="checkbox"/> Other (explain below) (the required assessments are planned for the year 2000)

3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <div style="margin-left: 20px;"> <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway </div>
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <div style="margin-left: 20px;"> <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below) </div>

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to

component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description	
(Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/>	HOPE I
<input type="checkbox"/>	5(h)
<input type="checkbox"/>	Turnkey III
<input type="checkbox"/>	Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	
<input type="checkbox"/>	Approved; included in the PHA’s Homeownership Plan/Program
<input type="checkbox"/>	Submitted, pending approval
<input type="checkbox"/>	Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	
<input type="checkbox"/>	Part of the development
<input type="checkbox"/>	Total development

B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
- ☐ 26 - 50 participants
- ☐ 51 to 100 participants
- ☐ more than 100 participants

b. PHA-established eligibility criteria

☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

☐ Yes ☒ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☐ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program

- ☐ Joint administration of other demonstration program
- ☒ Other (describe)
- Voluntary Vendor Payment Program
 - Emergency Shelter Allowance Program
 - Day Care
 - Low Income Housing Energy Assistance Program

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
- ☒ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Franklin Terrace Child Care	25	Waiting list,	YWCA	Public Housing

(YWCA		working family		Residents
On-site Substance Abuse Outreach and Intervention Counselor GECAC	30	Random selection and walk-ins	GECAC	Public Housing youths.
Franklin Terrace Youth Club	554 PH	Walk-ins	GECAC	Public Housing youths.
Family Health Council Teen pregnancy Prevention Program	15	At risk teen females	Family Heath Council	Public Housing
Early Intervention though Head Start	60	Waiting list - Children	Head Start	Public Housing
Pineview/Erie Heights/Westbrook Neighborhood Youth Club	200	Walk-Ins and Waiting lists	YWCA	Public Housing
On-sited Domestic Abuse Service Coordinator	20	Walk-ins and requested service	SAFENET	Public Housing
Scholarship and Academic Incentives	75	High Grades in school	HACE	Public Housing
Youth Sports Teams and Scouting	100	Join Scouting	HACE/Boy Scouts	Public Housing
STEP-UP Apprentice Program	5	Waiting list	HACE – STEP-UP	Public Housing
Victim Witness Program	Varied	In danger of retaliation	HACE / HUD IG	Public Housing
ADDICTS and Narcotics Anonymous	28	Dependency	Narcotics Anonymous	Public Housing
Welfare-to-Work Quality of Life Learning Center (QLLC)	114	Waiting list	HACE	Public Housing
Workforce Development 2001	Varied	Application lists	HACE	Public Housing
HOMEPLUS PROGRAM	300	Senior residents	HACE	Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 10/31/99)
Public Housing	N/A	
Section 8	42	0

b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

- **Stronger recruitment efforts**
- **Incentives developed with the Erie County Workforce 2001 program**

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - ☒ Informing residents of new policy on admission and reexamination
 - ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
 - ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
 - ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937
--

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
- ☒ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
 - ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
 - ☒ Residents fearful for their safety and/or the safety of their children
 - ☒ Observed lower-level crime, vandalism and/or graffiti
 - ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
 - ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☒ Other (describe below)

Resident survey conducted by Sparta Consulting Corporation, November 1996.

3. Which developments are most affected? (list below)

1. Franklin Terrace
2. Harbor Homes
3. Harbor Homes Annex
4. Lake City Dwellings
5. Bird Drive

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

1. Franklin Terrace
2. Harbor Homes
3. Harbor Homes Annex
4. Lake City Dwellings

5. Bird Drive
6. Pineview
7. Westbrook

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below)

1. Franklin Terrace
2. Harbor Homes
3. Harbor Homes Annex
4. Bird Drive

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☒ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: PA013e01.pdf)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? **Not Applicable**
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 - ☐ Not applicable
 - ☐ Private management
 - ☐ Development-based accounting
 - ☐ Comprehensive stock assessment
 - ☐ Other: (list below)
3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☒ Attached at Attachment (PA013f01.pdf)
☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
☒ The PHA changed portions of the PHA Plan in response to comments
List changes below:
*Eliminated preferences for Section 8 waiting list
☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
☐ Candidates were nominated by resident and assisted family organizations
☐ Candidates could be nominated by any adult recipient of PHA assistance
☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
☐ Other: (describe)
- b. Eligible candidates: (select one)
☐ Any recipient of PHA assistance
☐ Any head of household receiving PHA assistance

- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: City of Erie, PA
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

- ☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

The attachments *A-F*, have been numbered (in parenthesis) according to the methodology requested by HUD for Agency Plan Attachments.

- A. Admission policy for De-concentration (PA013a01.pdf)
- B. Capital Fund Annual Statement (PA013b01.pdf)
- C. Organization Chart (PA013c01.pdf)
- D. Capital Budget—Five Year PA013d01.pdf)
- E. PHDEP Template (PA013e01.pdf)
- F. Comments from Resident Advisory Board (PA013f01.pdf)

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

☐ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>

Attachment A

ADMISSIONS POLICY FOR DE-CONCENTRATION

The Housing Authority of the City of Erie faces a unique situation that can only be addressed by thinking “outside of the box.” We currently have over 200 vacancies (9%). This is the highest rate in 22 years. All of our apartments have been modernized and are ready for occupancy. The Erie affordable housing market is unique in that there is an oversupply at the present time. All of our communities are occupied, predominately, by very low-income residents. Based on the foregoing combination of unique circumstances, the Authority will be requesting permission from the U. S. Department of Housing and Urban Development to offer public housing units to families above income limits until the units are needed for eligible low-income families, as exhibited by a much lower (3%) vacancy rate and a significant increase in the public housing waiting list. This approach offers several benefits. First, the influx of working families will dilute the concentrations of poverty as called for in The Act. Second, the occupancy rates in the developments will become more stable with less turnover. Third, the vacancy rate and vacancy loss will be reduced substantially, helping to give the Authority additional financial stability.

ANNUAL STATEMENT / PERFORMANCE AND EVALUATION REPORT
PART I: SUMMARY
COMPREHENSIVE GRANT PROGRAM (CGP) 1999

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

HA Name
Housing Authority of the City of Erie

Comprehensive Grant Number
PA28-P-013-708

FFY of Grant Approval
FFY 1999

X Original Annual Statement

Performance and Evaluation Report for the Program Year Ending

Reserve for Disasters/Emergencies
Final Performance and Evaluation Report

Revised Annual Statement/Revision Number

Line No.	Summary by Development Account	Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds	0			
2	Operations	0			
3	Management Improvements	824,000			
4	Administration	142,800			
5	Audit	0			
6	Liquidated Damages	0			
7	Fees and Costs	75,000			
8	Site Acquisition	0			
9	Site Improvement	1,199,400			
10	Dwelling Structures	2,406,905			
11	Dwelling Equipment-Nonexpendable	0			
12	Nondwelling Structures	144,200			
13	Nondwelling Equipment	9,000			
14	Demolition	0			
15	Replacement Reserve	0			
16	Relocation Costs	0			
17	Mod Used for Development	0			
18	Contingency (may not exceed 8% of line 16)	0			
19	Amount of Annual Grant (Sum of lines 2-18)	4,798,305			
20	Amount of line 19 Related to LBP Activities	0			
21	Amount of line 19 Related to Section 504 Compliance	0			
22	Amount of line 19 Related to Security	843,000			
23	Amount of line 19 Related to Energy Conservation Measures	818,467			

Signature of Executive Director and Date

2/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

X

- (1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
(2) To be completed for the Performance and Evaluation Report.

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Development Number/Name IIA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P013001 Harbor Homes (224 units)	Roof Replacement	1460	16 bldgs.	236,858				From 5-Year Plan.
	Screen Tops of Chimneys	1460	40 bldgs.	24,000				New Item.
	Entry Door Replacement	1460	200 doors	140,000				From 5-Year Plan.
	Prime Window Replacement	1460	224 apts.	500,000				From 5-Year Plan.
	Insulate Crawl Space	1460	40 bldgs.	40,000				From 5-Year Plan.
	Reconfigure Wingwalls	1460	40 bldgs.	80,000				New Item.
	Landscaping	1450	Lump sum	25,000				Additional funding.
	Air Conditioning for Headstart Learning Center	1475	Lump sum	2,000				New Item.
	Security Fence	1450	Lump sum	40,000				Additional funding.
Subtotal of Estimated Costs				1,087,858				

Signature of Executive Director and Date

[Signature]

7/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/95)
ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
 Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
 and Urban Development
 Office of Public and Indian Housing

Development Number/Name HIA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P013002 Lake City (40 units)	Resurface Drives & Parking Areas	1450	5,000 sf	25,000				From 5-Year Plan.
	Repair Wingwalls	1460	5 bldgs.	7,500				From 5-Year Plan.
	Security Fence	1450	Lump sum	13,000				Additional funding.
	Subtotal of Estimated Costs			45,500				

Signature of Executive Director and Date

[Signature]

7/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/95)
 ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Development Number/Name IIA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P013003 Franklin Terrace (428 units)	Asphalt Repair to Parking & Service Areas	1450	600 sf	6,000				New Item.
	Ceiling Replacements	1460	10 ceilings	7,500				New Item.
	Administration Building Renovation and Addition	1470	1,800 sf	100,000				New Item.
	Reconfigure Traffic Patterns	1450	Lump sum	250,000				New Item.
	Landscaping	1450	Lump sum	25,000				Additional funding.
	New Doors on Admin. Bldg.	1470	4 doors	1,000				From 5-Year Plan.
	Rehab Sanitary Sewers and Manholes	1450	2,000 lf	142,000				From 5-Year Plan.
	Security Fence	1450	2,200 lf	175,000				Additional funding.
Subtotal of Estimated Costs				706,500				

Signature of Executive Director and Date

[Signature] 7/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/95)
ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Development Number/Name HIA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P013004 Harbor Homes Annex (122 units)	Replace Exterior Doors & Frames	1460	20 units	15,000				New Item.
	Basement Step Replacement	1460	20 units	20,000				New Item.
	Playground and Fencing at E. 19th and June Streets	1450	Lump sum	35,000				Additional funding.
	Landscaping	1450	Lump sum	15,000				Additional funding.
	Install House Numbers on Front and Rear	1460	122 units	6,000				New Item.
	Security Fence	1450	Lump sum	25,000				Additional funding.
Subtotal of Estimated Costs				116,000				

Signature of Executive Director and Date

David W. Smith 7/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/95)

ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Development Number/Name IIA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P013005 Schmid Towers (200 units)	Replace Fire Door Closures	1470	27 doors	2,700				New Item.
	Modernize & Expand Community Room Kitchen	1470	Lump sum	10,000				New Item.
	Mailbox Replacement	1470	200	10,000				From 5-Year Plan.
	Exhaust Fan for Trash Room	1470	Lump sum	1,000				New Item.
	Replace Apartment Carpet	1460	20 apts.	71,500				From 5-Year Plan.
Subtotal of Estimated Costs				95,200				

Signature of Executive Director and Date

[Signature] 7/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
 Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
 and Urban Development
 Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P013007 Scattered Sites (78 units)	Add Lights in Basement Stairwells	1460	78 units	10,000				New Item.
	Basement Stair Replacement	1460	10 units	7,000				New Item.
Subtotal of Estimated Costs				17,000				

Signature of Executive Director and Date

[Signature] 2/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/95)
 ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P013008 Scattered Sites (181 units)	Replace Clothes Poles	1450	90 units	27,000				From 5-Year Plan.
	Replace Lintels under Windows	1460	20 units	10,000				New Item.
	Bathroom Floor Replacement	1460	10 units	6,000				New Item.
	Subtotal of Estimated Costs			43,000				
Signature of Executive Director and Date		Signature of Public Housing Director/Office of Native American Programs Administrator and Date						

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/95)
ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
 Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
 and Urban Development
 Office of Public and Indian Housing

Development Number/Name IIA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P013009 Westbrook (50 units)	Replace Bathroom Floors and Faucets	1460	50 units	73,480				From 5-Year Plan.
	Benches for Playground	1450	Lump sum	1,000				New Item.
	Landscaping	1450	Lump sum	15,000				New Item.
	Replace Prime Windows	1460	50 units	245,867				From 5-Year Plan.
	Subtotal of Estimated Costs			335,347				

Signature of Executive Director and Date

[Signature] 7/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/95)
 ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Development Number/Name IIA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P0130010 Eastbrook (50 units)	Bathroom Floor Replacements	1460	10 units	6,000				New Item.
	Landscaping	1450	Lump sum	15,000				Additional funding.
	Subtotal of Estimated Costs			21,000				

Signature of Executive Director and Date

[Signature] 7/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P0130011 Bird Drive (50 units)	Landscaping	1450	Lump sum	15,000				Additional funding.
	Security Fence	1450	750 lf	70,000				New Item.
	Subtotal of Estimated Costs			85,000				

Signature of Executive Director and Date

Paul A. Brown 7/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P0130014 Pineview (71 units)	Security Fencing	1450	1,451 lf	50,000				From 5-Year Plan.
	Trash Can Holder Removal	1450	71 units	4,000				New Item.
	Sound Barrier Fence (l-79)	1450	1,200 lf	200,000				New Item.
	Subtotal of Estimated Costs			254,000				

Signature of Executive Director and Date

[Signature] 7/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/95)

ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
 Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
 and Urban Development
 Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P0130015 Friendship (200 units)	Replace Carpet in Corridors with Tile	1460	10 floors	170,000				New Item.
	Replace Apartment Floors	1460	20 apts.	26,000				New Item.
	Mailbox Replacement	1470	200	10,000				From 5-Year Plan.
	Exhaust Fan for Smoking Rooms	1470	2 fans	1,500				New Item.
	Landscaping	1450	Lump sum	5,000				New Item.
	Replace Apartment Entry Doors	1460	117 doors	58,500				New Item.
	Construct Dumpster Enclosure	1450	Lump sum	5,000				New Item.
	Replace Domestic Hot Water Holding Tank	1475	1 tank	7,000				New Item.
	Repair Spalls in Apt. Walls	1460	71 apts.	31,000				New Item.
Subtotal of Estimated Costs				314,000				
Signature of Executive Director and Date <i>[Signature]</i> 7/13/99		Signature of Public Housing Director/Office of Native American Programs Administrator and Date						

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/95)

ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P0130017 Scattered Sites (32 units)	Insulate Attics	1460	32 units	10,000				From 5-Year Plan.
	Kitchen Cabinet Replacement	1460	32 units	69,000				From 5-Year Plan.
	Landscaping	1450	Lump sum	6,400				From 5-Year Plan.
	Replace Exterior Siding	1460	32 units	128,000				New Item.
Subtotal of Estimated Costs				213,400				

Signature of Executive Director and Date

[Signature] 7/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/95)
ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Development Number/Name IIA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PA28P0130018 Scattered Sites (52 units)	Insulate Attics	1460	52 units	15,600				From 5-Year Plan.
	Kitchen Cabinet Replacement	1460	52 units	114,000				From 5-Year Plan. (Originally 26 units)
	Bathroom Improvements	1460	52 units	46,800				From 5-Year Plan. (Originally 26 units)
	Landscaping	1450	Lump sum	5,000				From 5-Year Plan.
	Replace Exterior Siding	1460	52 units	208,000				New Item.
Subtotal of Estimated Costs				389,400				

Signature of Executive Director and Date

[Signature] 7/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

form HUD-52837 (10/95)
ref Handbook 7485.3

Annual Statement / Performance and Evaluation Report
Part II : Supporting Pages
Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
Authority-Wide	Architect and Engineering Fees	1430	2% of physical work	75,000				From 5-Year Plan
	Storage Building (C.M.)	1470	1 bldg.	5,000				New Item.
	Administration							
	Comp Grant Coordinator	1410	1 employee	57,750				Continuation.
	Wages and benefits							
	Modernization Clerk	1410	1 employee	24,150				Continuation.
	Wages and benefits							
	Social Service Coordinator	1410	1 employee	60,900				Continuation
	Wages and Benefits							
	Management Improvements							
	Step-Up apprenticeship program to hire and train residents for modernization work	1408	8 trainees	80,000				Continuation
	Community Oriented Police Services	1408	4 officers	220,000				Continuation
	HomePLUS Social Services at Schmid Towers & Friendship Apts.	1408	400 residents	375,000				Continuation
	Economic Development Program	1408	Lump sum	134,000				New Item.
	Develop Homeownership Program	1408	Lump sum	10,000				From 5-Year Plan.
	Upgrade Asset Inventory System	1408	1 system	5,000				New Item.
	Subtotal of Estimated Costs			1,046,800				
Grand Total				4,798,305				

Signature of Executive Director and Date

[Signature] 7/13/99

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

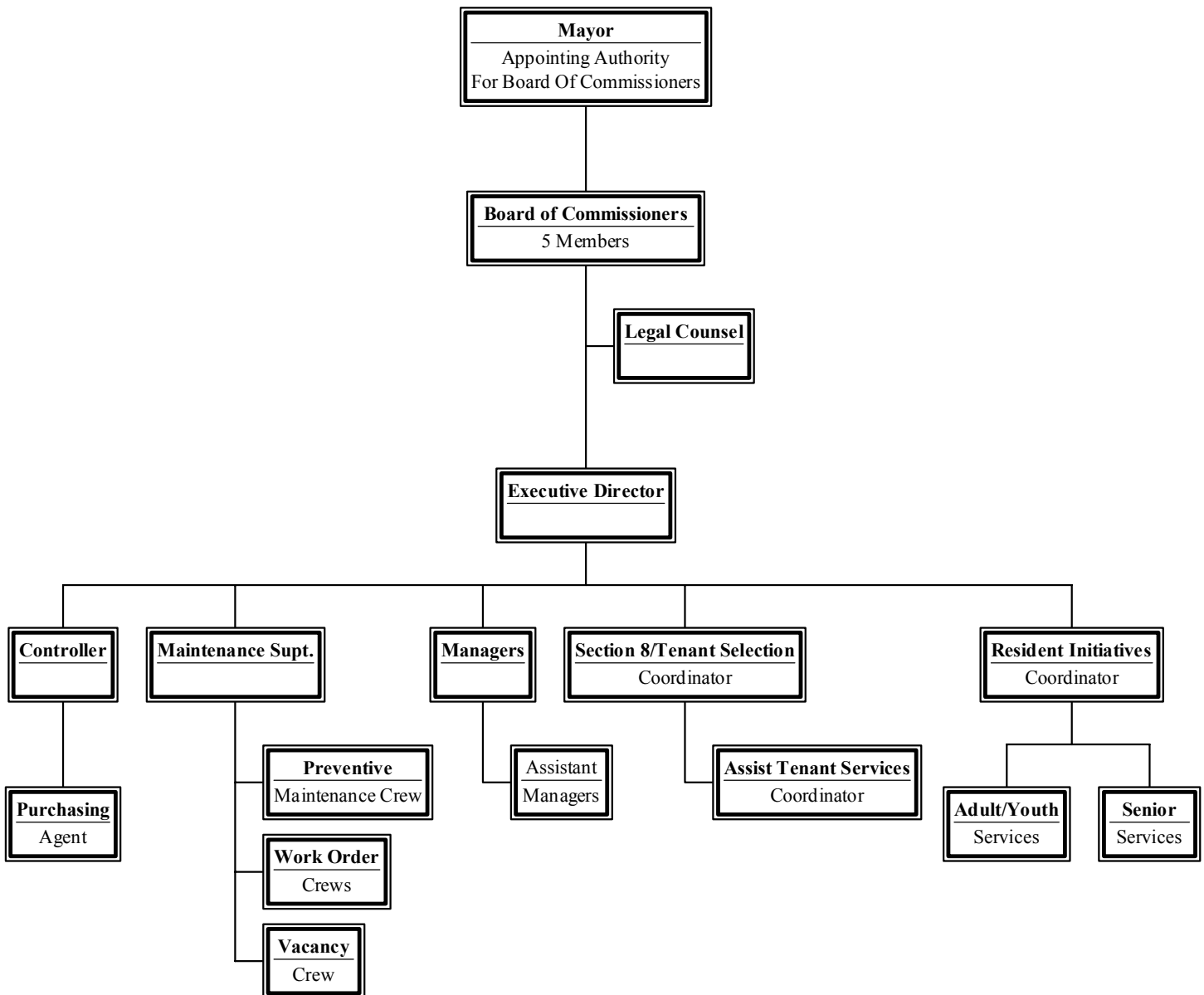
form HUD-52837 (10/95)

ref Handbook 7485.3

ORGANIZATION CHART

Housing Authority of the City of Erie

January 2000



**Five-Year Action Plan
Part I : Summary**
Comprehensive Grant Program (CGP) 1999

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Housing Authority of the City of Erie		Locality: (City/County & State) Erie, PA		<u>X</u> Original	Revision No.
HA Name:	Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000	Work Statement for Year 3 FFY: 2001	Work Statement for Year 4 FFY: 2002	Work Statement for Year 5 FFY: 2003
A. Development Number/Name					
	PA28P013001 - Harbor Homes	230,742	0	0	0
	PA28P013002 - Lake City	0	0	0	0
	PA28P013003 - Franklin Terrace	814,200	0	0	0
	PA28P013004 - Harbor Homes Annex	137,000	0	0	0
	PA28P013005 - Schmid Towers	191,000	0	0	0
	PA28P013007 - Scattered Sites	120,000	0	0	0
	PA28P013008 - Scattered Sites	0	0	0	0
	PA28P013009 - Westbrook	10,000	0	0	0
	PA28P013010 - Eastbrook	260,000	0	0	0
	PA28P013011 - Bird Drive	0	0	0	0
	PA28P013014 - Pineview	8,000	0	0	0
	PA28P013015 - Friendship Apts.	100,000	0	0	0
	PA28P013017 - Scattered Sites	63,200	0	0	0
	PA28P013018 - Scattered Sites	93,200	0	0	0
	PA28P013019 - Ostrow Apts.	11,500	0	0	0
B. Physical Improvements Subtotal		2,038,842	0	0	0
C. Management Improvements		824,000	824,000	824,000	824,000
D. HA-Wide Nondwelling Structures and Equipment		0	0	0	0
E. Administration		149,950	157,460	165,330	173,610
F. Other - Architect & Engineering		100,000	0	0	0
G. Operations		0	0	0	0
H. Demolition		0	0	0	0
I. Replacement Reserve		1,685,513	3,816,845	3,808,975	3,800,695
J. Mod Used for Development		0	0	0	0
K. Total CGP Funds		4,798,305	4,798,305	4,798,305	4,798,305
L. Total Non-CGP Funds		0	0	0	0
M Grand Total		4,798,305	4,798,305	4,798,305	4,798,305

Signature of Executive Director: *[Signature]* Date: 7/13/99
Signature of Public Housing Director/Office of Native American Programs Administrator: *[Signature]* Date: *[Blank]*

Five-Year Action Plan

Part II : Supporting Pages

Physical Needs Work Statements

Comprehensive Grant Program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013001 (224 units) HARBOR HOMES			PA28P013001 (224 units) HARBOR HOMES		
	Replace entry doors	248 doors	173,600			
	Replace roofs	4 bldgs.	57,142			
	Subtotal of Estimated Cost		230,742	Subtotal of Estimated Cost		0

Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002			Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual	PA28P013001 (224 units) HARBOR HOMES			PA28P013001 (224 units) HARBOR HOMES		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

form HUD-52834 (1/95)
ref Handbook 7485.3

Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013002 (40 units) <u>LAKE CITY</u>			PA28P013002 (40 units) <u>LAKE CITY</u>		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

Five-Year Action Plan

Part II : Supporting Pages

Physical Needs Work Statements

Comprehensive Grant Program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002			Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013002 (40 units) <u>LAKE CITY</u>			PA28P013002 (40 units) <u>LAKE CITY</u>		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

Five-Year Action Plan

Part II : Supporting Pages

Physical Needs Work Statements

Comprehensive Grant Program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013003 (428 units) FRANKLIN TERRACE			PA28P013003 (428 units) FRANKLIN TERRACE		
	Enclose creek	1,700 lf	814,200			
	Subtotal of Estimated Cost		814,200	Subtotal of Estimated Cost		0

Five-Year Action Plan

Part II : Supporting Pages

Physical Needs Work Statements

Comprehensive Grant Program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002			Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013003 (428 units) FRANKLIN TERRACE			PA28P013003 (428 units) FRANKLIN TERRACE		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
 Comprehensive Grant Program (CGP)

U.S. Department of Housing
 and Urban Development
 Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013004 (122 units) HARBOR HOMES ANNEX Replace roofs, gutters and downspouts	122 units	137,000	PA28P013004 (122 units) HARBOR HOMES ANNEX		
	Subtotal of Estimated Cost		137,000	Subtotal of Estimated Cost		0

Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
 Comprehensive Grant Program (CGP)

U.S. Department of Housing
 and Urban Development
 Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002			Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013004 (122 units) HARBOR HOMES ANNEX			PA28P013004 (122 units) HARBOR HOMES ANNEX		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

**Five-Year Action Plan
Part II : Supporting Pages**

**Physical Needs Work Statements
Comprehensive Grant Program (CGP)**

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013005 (200 units) SCHMID TOWERS			PA28P013005 (200 units) SCHMID TOWERS		
	Replace bedroom closet doors	190 pair	76,000			
	Replace elevator equipment	2 elevators	115,000			
	Subtotal of Estimated Cost		191,000	Subtotal of Estimated Cost		0

Five-Year Action Plan

Part II : Supporting Pages

Physical Needs Work Statements

Comprehensive Grant Program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002			Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013005 (200 units) SCHMID TOWERS			PA28P013005 (200 units) SCHMID TOWERS		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

form HUD-52834 (1/95)

ref Handbook 7485.3

Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013007 (78 units) SCATTERED SITES	78 units	120,000	PA28P013007 (78 units) SCATTERED SITES		
	Exterior improvements					
	Subtotal of Estimated Cost		120,000	Subtotal of Estimated Cost		0

form HUD-52834 (1/95)
ref Handbook 7485.3

Five-Year Action Plan

Part II : Supporting Pages

Physical Needs Work Statements

Comprehensive Grant Program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002				Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost		Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013007 (78 units) SCATTERED SITES				PA28P013007 (78 units) SCATTERED SITES		
	Subtotal of Estimated Cost		0		Subtotal of Estimated Cost		0

form HUD-52834 (1/95)
ref Handbook 7485.3

Five-Year Action Plan

Part II : Supporting Pages

Physical Needs Work Statements

Comprehensive Grant Program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013008 (181 units) SCATTERED SITES			PA28P013008 (181 units) SCATTERED SITES		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

form HUD-52834 (1/95)
ref Handbook 7485.3

Five-Year Action Plan

Part II : Supporting Pages

Physical Needs Work Statements

Comprehensive Grant Program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002				Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost		Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013008 (181 units) SCATTERED SITES				PA28P013008 (181 units) SCATTERED SITES		
	Subtotal of Estimated Cost		0		Subtotal of Estimated Cost		0

form HUD-52834 (1/95)

ref Handbook 7485.3

Five-Year Action Plan

Part II : Supporting Pages

Physical Needs Work Statements

Comprehensive Grant Program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013009 (50 units) WESTBROOK	50 units	10,000	PA28P013009 (50 units) WESTBROOK		
	Replace basement windows					
	Subtotal of Estimated Cost		10,000	Subtotal of Estimated Cost		0

form HUD-52834 (1/95)
ref Handbook 7485.3

Five-Year Action Plan

Part II : Supporting Pages

Physical Needs Work Statements
Comprehensive Grant Program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FY: 1999	Work Statement for Year 4 FFY: 2002			Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013009 (50 units) WESTBROOK			PA28P013009 (50 units) WESTBROOK		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

form HUD-52834 (1/95)
ref Handbook 7485.3

Five-Year Action Plan
Part II : Supporting Pages

Physical Needs Work Statements
Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013010 (50 units) EASTBROOK			PA28P013010 (50 units) EASTBROOK		
	Replace prime windows	450 windows	250,000			
	Replace basement windows	50 units	10,000			
	Subtotal of Estimated Cost		260,000	Subtotal of Estimated Cost		0

form HUD-52834 (1/95)
ref Handbook 7485.3

Five-Year Action Plan

Part II : Supporting Pages

Physical Needs Work Statements

Comprehensive Grant Program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002			Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013010 (50 units) EASTBROOK			PA28P013010 (50 units) EASTBROOK		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

form HUD-52834 (1/95)

ref Handbook 7485.3

Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013011 (50 units) BIRD DRIVE			PA28P013011 (50 units) BIRD DRIVE		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002			Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013011 (50 units) BIRD DRIVE			PA28P013011 (50 units) BIRD DRIVE		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

Five-Year Action Plan

Part II : Supporting Pages

Physical Needs Work Statements

Comprehensive Grant Program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013014 (71 units) PINEVIEW			PA28P013014 (71 units) PINEVIEW		
	Picnic area	lump sum	8,000			
	Subtotal of Estimated Cost		8,000	Subtotal of Estimated Cost		0

form HUD-52834 (1/95)
ref Handbook 7485.3

Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002				Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost		Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013014 (71 units) <u>PINEVIEW</u>				PA28P013014 (71 units) <u>PINEVIEW</u>		
	Subtotal of Estimated Cost		0		Subtotal of Estimated Cost		0

form HUD-52834 (1/95)
ref Handbook 7485.3

**U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing**

**Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
Comprehensive Grant Program (CGP)**

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000				Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost		Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013015 (200 units) FRIENDSHIP APTS.				PA28P013015 (200 units) FRIENDSHIP APTS.		
	Replace elevator equipment	2 elevators	100,000				
	Subtotal of Estimated Cost		100,000		Subtotal of Estimated Cost		0

form HUD-52834 (1/95)
ref Handbook 7485.3

Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
Comprehensive Grant Program (CGP)

**U.S. Department of Housing
 and Urban Development**
 Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002			Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013015 (200 units) FRIENDSHIP APTS.			PA28P013015 (200 units) FRIENDSHIP APTS.		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013017 (32 units) SCATTERED SITES			PA28P013017 (32 units) SCATTERED SITES		
	Replace furnaces	32 units	56,200			
	Replace basement windows	6 units	7,000			
	Subtotal of Estimated Cost		63,200	Subtotal of Estimated Cost		0

form HUD-52834 (1/95)
ref Handbook 7485.3

**U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing**

**Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
Comprehensive Grant Program (CGP)**

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002			Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013017 (32 units) <u>SCATTERED SITES</u>			PA28P013017 (32 units) <u>SCATTERED SITES</u>		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

form HUD-52834 (1/95)
ref Handbook 7485.3

Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013018 (52 units) SCATTERED SITES			PA28P013018 (52 units) SCATTERED SITES		
	Replace furnaces	52 units	93,200			
	Subtotal of Estimated Cost		93,200	Subtotal of Estimated Cost		0

form HUD-52834 (1/95)
ref Handbook 7485.3

**Five-Year Action Plan
Part II : Supporting Pages**

Physical Needs Work Statements

Comprehensive Grant Program (CGP)

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002			Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013018 (52 units) SCATTERED SITES			PA28P013018 (52 units) SCATTERED SITES		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

Five-Year Action Plan

Part II : Supporting Pages

Physical Needs Work Statements

Comprehensive Grant Program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013019 (80 units) OSTROW APARTMENTS			PA28P013019 (80 units) OSTROW APARTMENTS		
	Replace apartment heater/air conditioning units	5 units	11,500			
	Subtotal of Estimated Cost		11,500	Subtotal of Estimated Cost		0

form HUD-52834 (1/95)

ref Handbook 7485.3

Five-Year Action Plan
Part II : Supporting Pages
Physical Needs Work Statements
 Comprehensive Grant Program (CGP)

U.S. Department of Housing
 and Urban Development
 Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002			Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PA28P013019 (80 units) <u>OSTROW APARTMENTS</u>			PA28P013019 (80 units) <u>OSTROW APARTMENTS</u>		
	Subtotal of Estimated Cost		0	Subtotal of Estimated Cost		0

Five-Year Action Plan
Part III : Supporting Pages
Management Needs Work Statements
Comprehensive Grant program (CGP)

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 2 FFY: 2000			Work Statement for Year 3 FFY: 2001		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	HOUSING AUTHORITY - WIDE			HOUSING AUTHORITY - WIDE		
	Architect and Engineering fees	2% of physical work	100,000			
	Administration			Administration		
	Comp Grant Coordinator Wages and Benefits	1 employee	60,640	Comp Grant Coordinator Wages and Benefits	1 employee	63,680
	Modernization Clerk Wages and Benefits	1 employee	25,360	Modernization Clerk Wages and Benefits	1 employee	26,630
	Social Services Coordinator Wages and Benefits	1 employee	63,950	Social Services Coordinator Wages and Benefits	1 employee	67,150
	Management Improvements			Management Improvements		
	Step-Up Apprenticeship Program	8 trainees	80,000	Step-Up Apprenticeship Program	8 trainees	80,000
	Community Oriented Police Services	4 officers	220,000	Community Oriented Police Services	4 officers	220,000
	HomePLUS Social Services at Schmid Towers & Friendship Apts.	400 residents	375,000	HomePLUS Social Services at Schmid Towers & Friendship Apts.	400 residents	375,000
	Homeownership Program	lump sum	10,000	Homeownership Program	lump sum	10,000
	Economic Development Program	lump sum	139,000	Economic Development Program	lump sum	139,000
	Replacement Reserve		1,685,513	Replacement Reserve		3,816,845
	Subtotal of Estimated Cost		4,798,305	Subtotal of Estimated Cost		4,798,305

Five-Year Action Plan
Part III : Supporting Pages
Management Needs Work Statements
Comprehensive Grant program (CGP)

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Work Statement for Year 1 FFY: 1999	Work Statement for Year 4 FFY: 2002			Work Statement for Year 5 FFY: 2003		
	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<u>HOUSING AUTHORITY - WIDE</u>			<u>HOUSING AUTHORITY - WIDE</u>		
	<u>Administration</u>			<u>Administration</u>		
	Comp Grant Coordinator Wages and Benefits	1 employee	66,870	Comp Grant Coordinator Wages and Benefits	1 employee	70,220
	Modernization Clerk Wages and Benefits	1 employee	27,960	Modernization Clerk Wages and Benefits	1 employee	29,360
	Social Services Coordinator Wages and Benefits	1 employee	70,500	Social Services Coordinator Wages and Benefits	1 employee	74,030
	<u>Management Improvements</u>			<u>Management Improvements</u>		
	Step-Up Apprenticeship Program	8 trainees	80,000	Step-Up Apprenticeship Program	8 trainees	80,000
	Community Oriented Police Services	4 officers	220,000	Community Oriented Police Services	4 officers	220,000
	HomePLUS Social Services at Schmid Towers & Friendship Apts.	400 residents	375,000	HomePLUS Social Services at Schmid Towers & Friendship Apts.	400 residents	375,000
	Homeownership Program	lump sum	10,000	Homeownership Program	lump sum	10,000
	Economic Development Program	lump sum	139,000	Economic Development Program	lump sum	139,000
	Replacement Reserve		3,808,975	Replacement Reserve		3,800,695
	Subtotal of Estimated Cost		4,798,305	Subtotal of Estimated Cost		4,798,305

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant \$408,649

B. Eligibility type (Indicate with an "x") N1 _____ N2 _____ R X _____

C. FFY in which funding is requested 2000 _____

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Housing Authority of the City of Erie's plan to deal with the problems of drug and drug-related crime addresses the following: poverty, economic and educational opportunity, at-risk youth being exposed to negative influences, drug involvement and awareness, enforcement of the One Strike and You're Out policy; and a collaborative strategic effort of local law enforcement agencies which include the Erie Police Department, the Federal Bureau of Investigation, the District Attorney's office, the Probation and Parole offices, and the Pennsylvania Attorney General's office.

Expected outcomes include: 10% reduction in criminal activity at targeted sites; 10% increase in the public housing residents with employment as a source of income; 5% increase in the non-residents with criminal records who will be banned from public housing property; 20% increase in the participation of youth, age 13-17, in positive activities provided at target sites; 10% increase in the resident participation in available domestic abuse and drug counseling programs offered on-site; the organization of boy and girl scout troops in five public housing neighborhoods; and, the reduction in the number of individuals who are on probation entering public housing high crime areas.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Franklin Terrace	428	909
Harbor Homes/Harbor Homes Annex/Eastbrook	396	1,078
Bird Drive	50	167
Pineview	71	257
Lake City/Scattered Sites	383	1,357
Westbrook	50	207

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

6 Months _____ 12 Months X 18 Months _____ 24 Months _____ Other _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	464,500	PA28DEP0130195	-0-		
FY 1996	464,500	PA28DEP0130196	-0-		
FY 1997	483,080	PA28DEP0130197	-0-		
FY 1998	483,080	PA28DEP0130198	352,228.29		09/2000
FY 1999	408,649	PA28DEP0130199	408,649.00		07/2001

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The Housing Authority of the City of Erie has developed long-term working relationships over the last ten years that have had a significant positive impact on the quality of life in public housing neighborhoods. These partners include the City of Erie and the Erie Police Department; the Erie County Court of Common Pleas and the Adult and Juvenile Probation Departments; the Erie County District Attorney office; the local Federal Bureau of Investigation office; the Pennsylvania Attorney General’s office; and local agencies that provide education, job training, child care, domestic abuse counseling and drug counseling; and organizations that provide recreation services to our residents.

Many of these services will be continued with PHDEP funds. In addition, other funds totaling \$1,440,143, will also be used to address illegal drugs and drug-related crime in public housing. We expect that drug-related crime will continue its decline in our communities during the period covered by these funded initiatives. Through our prevention programs, we expect more residents to move toward economic self-sufficiency, so that they no longer depend on income from drugs.

We will monitor the progress of funded strategies through written monthly reports, which identify the services provided and the specific outcomes expected. A comprehensive evaluation of the PHDEP was conducted in 1997. Another comprehensive evaluation has been programmed for the year 2000.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY 2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	138,667
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	216,649
9170 - Drug Intervention	53,333
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	408,649

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 – Reimbursement of Law Enforcement					Total PHDEP Funding: \$138,667		
Goal(s)	Improve Livability of Public Housing						
Objectives	Reduce Crime by 10% from 1999						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount/Source)	Performance Indicators
1.Community Oriented Policing			04/01/01	01/31/02	\$91,667	HACE-\$183,330	Provide 2 Officers for coverage on 3rd shift in the Harbor Homes, Franklin Terrace, Bird Drive, Harbor Homes Annex and Eastbrook developments.
2.Community Oriented Probation Officers			08/01/01	03/31/02	\$47,000	County of Erie \$10,827	Ten (10) percent reduction in reported criminal activity in targeted areas. Seventy-five (75) percent of participants will participate in social service activities sponsored by HACE.

9150 - Physical Improvements					Total PHDEP Funding: \$-0-		
Goal(s)	Improve Livability of Public Housing						
Objectives	Implement CPTED recommendations from SPARTA Consulting, Inc.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Physical Improvements (Security)			04/01/01	03/31/02	-0-	HACE 614,500	Fencing will be placed strategically around and throughout Harbor Homes, Lake City Dwellings and other developments. Other physical improvements will include removal of graffiti, securing crawl spaces and attic access panels, change streets to one-way, additional security lighting, lawn, tree and shrub trimming, and improved signage that addresses loitering, parking regulations, drug-free zones, etc. Reconfigure streets to limit access (one-way in, one-way out).

9160 - Drug Prevention					Total PHDEP Funding: \$216,649		
Goal(s)	Enhance Self Sufficiency of Public Housing Residents						
Objectives	Increase Tenant Participation in Available Services/Activities						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Franklin Terrace Youth Club	50 youth per day	Youth ages 6 to 18 living in 428 public housing units located in Franklin Terrace Area	08/01/01	03/31/02	\$48,667	\$3,520/ YWCA In-kind	Provide alternative recreation and education activities to an average of 50 public housing youth daily. Participants should see improvement of school attendance, report card grades and become active in community events
2.Pineview/Erie Heights/Westbrook Youth Club	30 youth per day	Youth ages 6 to 18 living in 121 public	08/01/01	03/31/02	\$35,333	\$16,933/ HACE	Provide alternative recreation and education activities to an average of

		housing and 210 state assisted units in the Pineview/Erie Heights & Westbrook area.				\$4,480 YWCA	40 public housing youth daily. Participants should see improvement of school attendance, report card grades and become active in community events.
3. Career Exploration & Mentoring	10 College and 15 High School Students	Youth in either high school or college living in public housing	08/01/01	08/31/01	-0-	\$16,083 HACE	Assist participants in making life long decisions that will make them drug-free and self-sufficient. Provide summertime employment for 10 college students currently attending or enrolled in college plus 15 high school students.
4. Community Organization		Public housing leaseholders at all sites.	08/01/01	03/31/02	-0-	-0-	Involve residents in day to day efforts to eliminate drug activity in their neighborhoods. Increase involvement in resident councils and community activities.
5. Neighborhood Centers	45 youth per day at JFK and 60 per day at BTW Neighborhood Centers	Primarily serves public housing youth ages 6 to 18 living in Lake City, Eastbrook, Harbor Homes and Bird Drive Housing Developments	08/01/01	03/31/02	\$30,667	\$89,189 In-Kind	Provide expanded hours for structured education, recreation and swimming activities for 105 public housing youth daily at two multi-purpose youth centers. Participants should see improvement in school attendance, report card grades and participation in community activities.
6. Headstart	70 pre school children at 3 sites	Primarily serves public housing youth ages 3 and 4 living in Lake City, Harbor Homes and Franklin Terrace.	08/01/01	03/31/02	-0-	-0-	Provide Headstart serves for 70 children at 3 sites located in public housing. Participants should see long term educational and family dynamic advantages.
7. Scholarships & Incentives	30 school-age youth	Available to any elementary school-age child living in public housing	09/01/01	03/31/02	-0-	\$1,467 HACE \$20,000 Ellen Curry Foundation and \$10,000 Erie Diocese	Provide private faith-base scholarship opportunities to 30 elementary school-age children living in public housing. One college scholarship and other educational incentives available to all school-age residents of public housing.
8. Youth Sports & Scouting	100	All youth ages	08/01/01	03/31/02	-0-	\$17,200	Offer Cub Scout, Boy

	Residents per year	6 to 18 living in public housing.				HACE	Scout and Girl Scout Troops at public housing developments. Organize and sponsor sporting programs at Family First Sports Center and through participation in local sports leagues.
9. Step-Up Pre-Apprenticeship	7-10 adults 18-above	Any legal resident 18-above residing in public housing.	08/01/01	03/31/02	-0-	\$53,333 HACE	Train 6-10 residents in maintenance and modernization of public housing units. Provide educational and employment opportunities to public housing residents.
10. Adult Education & Training	200 Residents per year.	All residents of public housing but primarily those living in Harbor Homes, Franklin Terrace, Bird Drive, Scattered Sites, Harbor Homes Annex and Eastbrook	08/01	03/31/02	\$101,982	249,744 United Way of Erie County & Northwest Technical Institute 1999/00	Provide education, job training and employment opportunities to a minimum of 200 public housing residents yearly.
11. Teen Pregnancy Prevention		Teens living in public housing	08/01/01	03/31/02	-0-	-0-	Weekly meetings with counselors for teens at targeted sites to discuss contemporary teen issues and supportive services.
12. Franklin Terrace Daycare	25 children ages 6 weeks to 5 years	Any working public housing resident but primarily those in Franklin Terrace.	08/01/01	03/31/02	-0-	\$85,333 YWCA	Provide full day childcare for 25 children ages 6 weeks to 5 years.

9170 - Drug Intervention					Total PHDEP Funding: \$53,333		
Goal(s)	Enhance Self Sufficiency of Public Housing Tenants						
Objectives	Increase Tenant Participation in Self Sufficiency Services						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount /Source)	Performance Indicators
1.Domestic Abuse Coordinator	25 residen ts per	All public housing residents.	08/01/01	03/31/02	\$23,333	\$34,070 SafeNet In-kind	Provide referral, counseling, legal and shelter services to up to

	month	Offices are located in Franklin Terrace, Harbor Homes and Erie Heights/ Pineview				1999-00	300 residents of public housing who are impacted by domestic abuse.
2. Substance Abuse Outreach	200 tenants per year	All residents of public housing. Offices are located in Harbor Homes, Franklin Terrace and Erie Heights/ Pineview.	08/01/01	03/31/02	\$30,000	\$10,134 GECAC In-kind 1999-00	Provide case management services for up to 100 residents with 30 receiving on-going services. Outreach, referral, prevention and group services will be provided to 200 residents.
3. Addicts/Narcotics Anonymous		All residents of public housing with an on-site location in Harbor Homes.	08/01/01	03/31/02	-0-	-0-	Provide on-site meeting space and support for NA meetings that provide easy access to public housing residents.

9190 - Other Program Costs					Total PHDEP Funds: \$0		
Goal(s)	Improve Livability of Public Housing						
Objectives	Reduce Crime by 10% from 1999						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHED P Funding	Other Funding (Amount /Source)	Performance Indicators
1. Management Improvements			08/01/01	07/31/02	-0-	\$20,000	Outside evaluation of the services provided through the Drug Elimination Program.
2. Trespass and Banning Policy			04/01/01	06/30/01	-0-	-0-	Work with Police, Probation, Managers and District Attorney’s Office to determine individuals who should placed on Trespass and Banning List or Evicted because of illegal activities.

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	Activities 1,2	\$66,752	Activities 1,2	\$126,917
9120				
9130				
9140				
9150				
9160	Activities 1-10	\$55,427	Activities 1-10	\$216,649
9170	Activities 1,2	\$13,334	Activities 1,2	\$46,666
9180				
9190				
TOTAL		\$135,513		\$290,232

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

HOUSING AUTHORITY OF THE CITY OF ERIE

Resident Advisory Board and Public Comments Agency Plan 2000-2004

HOUSING AUTHORITY OF THE CITY OF ERIE (HACE) COMMENT: On December 16, 1999, the HACE Board of Commissioners conducted a public hearing to discuss the submission of the Five-Year and Annual Agency Plans in compliance with QUALITY HOUSING AND WORK RESPONSIBILITY ACT (QHWRA) requirements. This hearing was conducted following the expiration of the 45-day public comment period regarding the plan draft.

The Executive Director and staff of the HACE held two meetings with representatives of the Resident Advisory Board (RAB), both before and during the public process. The RAB also held several meetings on their own. The RAB submitted the following comments on December 16, 1999, after expiration of the public period. The HACE has responded to each of the comments and is continuing to work with the RAB to improve our public housing program.

On behalf of the HACE, citizens, and community partners involved in the process, I would like to express my appreciation for their commitment, participation, and assistance in developing the Agency Plan documents. It is our intent to further develop these plans far beyond the limited scope of completing the template and responding to HUD requirements. The HACE will continue to stand at the forefront of advancing housing opportunities for the citizens of Erie, Pennsylvania, and appreciates the support of the RAB in our joint efforts.

Comments of the Resident Advisory Board (RAB)

THE FIVE-YEAR PLAN

The RAB generally agrees with HACE goals and objectives as stated in the five-year plan. We are especially pleased that HACE is committed to improving resident employability and increasing independence for the elderly or families with disabilities.

HACE Response – The comments are appreciated and the HACE looks forward to improving the working relationship with the RAB.

THE ONE-YEAR PLAN

1. **Statement of Housing Needs** – Our Committee agrees with most of the housing needs and strategies stated in the HACE plan. We do not agree that there is an oversupply of low-income housing in the City of Erie, as we feel that the quality of the housing that is available to extremely low-income families must be taken into account. The County Health Department received complaints of lead based paint in 1998. The City Housing Code office received complaints of housing code violations in the same period. The vast majority of these complaints concerned housing that is occupied by low-income families. When housing quality is taken into account, we believe there is actually an undersupply of decent, safe, and sanitary housing available to extremely low-income families in the City of Erie. We believe that one of the reasons for the short waiting list and vacancies at HACE and other affordable housing developments is the use of screening criteria that tend to exclude large number of extremely low-income families.

HACE Response – The HACE discussed this point extensively with the RAB. Based on the availability, vacancies, and rental market in the City of Erie, ALL low-income housing providers are faced with the challenge of finding enough applicants to fill existing vacancies. This experience confirms the Statement of Housing Needs in the Consolidated Plan that the supply of low-income housing in the City of Erie more than meets the current needs of low-income renters. Housing code violations and lead based paint will continue to be an issue in some areas. However, these concerns do not significantly impact the oversupply of housing.

2. **Strategies for Addressing Needs** – Because we do not believe that the housing needs of extremely low-income families are currently being met, we do not support the admission of market rate families. We also have questions about how the process would work. For instance, how large would the waiting list need to be before HACE determined that a unit rented by a market rate family was needed by a low-income family? Our Committee supports the HACE proposal to develop a homeownership and mixed occupancy strategy for Franklin Terrace. We would like more information about this.

HACE Response – The HACE understands the RAB concerns regarding the concept of marketing to, and admission of market rate families to HACE developments. HUD's de-concentration plan, current vacancies, and waiting list issues will be discussed with the RAB and HUD prior to implementation. It is not the HACE intent to favor market rate renters with the goal of reducing housing opportunities to eligible low-income renters. However the issues of vacancy reduction, de-concentration, and financial viability of HACE developments all need to be taken into consideration in the development of our five-year and annual strategy. The possibilities of homeownership and mixed occupancy for Franklin Terrace, and other communities is consistent with that strategy. HACE intends to explore the impacts and ramifications of each approach and discuss them with the RAB prior to implementation.

3. **Policies Governing Eligibility, Selection, and Admissions**

- a. **Eligibility** – It is our understanding that HACE conducts a credit check on new applicants to public housing. This was not included in the list of screening factors. The RAB feels that there should be greater flexibility in the HACE screening for creditworthiness and criminal/drug-related activity. The credit screening, in particular, prevents many extremely low-income families from being eligible for public housing. Most extremely low-income applicants to public housing rent in the private market, and their rent is usually much higher than what they would be charged in public housing. It is almost impossible to maintain good credit when over half of your monthly income goes to rent. Our committee feels that the HACE should not reject applicants because of poor credit if they can show that they have paid their rent.

Our committee also feels that applicants with a history of criminal or drug-related activity should be allowed to show that they have earned the right to a second chance. We do not want drug use or crime in our neighborhoods any more than you do. But just because someone makes a mistake does not mean they should be excluded from public housing for the rest of their lives. HACE should not maintain a policy that categorically excludes such a large number of people from public housing. With the exception of certain crimes—such as violent felonies

and pedophilia, the HACE should consider how long ago the activity occurred and the *intervening conduct* of the applicant to determine whether there is a likelihood of recurrence.

Finally, the committee feels that the HACE should request criminal records from all sources, not just local law enforcement agencies. We are concerned that some criminal conduct may escape the HACE screening process.

HACE Response – The HACE has implemented admissions and occupancy policies in compliance with the guidelines permitted by HUD. For admission, applicants must have a history that indicates that they are reasonably responsible, capable of adhering to the lease, and present no threat to the safety and security of existing residents. This is a difficult charge. However, the process entails an informal hearing appeal for those who are denied eligibility, where extenuating circumstances, including rehabilitation can be presented by the applicant. Historically, approximately 50% of those cases are determined eligible after the hearing. The RAB is not unified on which crimes should be considered violent, or a threat. However, the HACE is legally responsible for screening applicants within the law, and takes this responsibility seriously. The HACE has asked for, and appreciates, any specific recommendations for adjustments to the screening criteria that can be implemented fairly and administered within the current constraints of law and fair housing. The HACE is not in a position to adequately assess such factors as “likelihood of recurrence,” and will not risk the safety and security of residents upon such assumptions. The HACE agrees that proper criminal record checks should be maintained and will continue to work with both state and federal sources to accomplish that. At this time, the HACE does not feel the recommendation has been adequately assessed by the RAB. The HACE will continue to request more specific recommendations from the RAB throughout the year.

- b. **Assignment** – People on the waiting list should be offered more than one housing choice. We believe that this will allow people greater flexibility to live near family and places of employment. This would also keep people from dropping off the waiting list.

HACE Response – The waiting list is currently so short that applicants can reach the top of the list very quickly, even when they repeatedly refuse offers. By limiting housing choice to one, the HACE is able to more rapidly process applicants, and isolate on those who are truly interested. If the HACE adopted the multiple choice option, it would result in a delay of offering housing to persons on the list behind the person waiting to exercise their choices. HACE does not intend to change the current policy at this time.

c. **Admissions Preferences**

Transfer Policies – The RAB feels that transfers should take precedence over new admissions where families are underhoused or where there is a medical justification. Living in an overcrowded unit can be a significant hardship. Similarly, a resident who has difficulty climbing stairs due to a medical condition should not be forced to continue living in a walk-up unit when there is a first floor unit available. We see no reason why new admissions should receive priority over existing residents who are enduring such hardship.

The RAB would also like to see HACE adopt a policy that would allow residents to transfer in limited situations to facilitate education or employment. We applaud the HACE commitment, throughout the Plan, to support and encourage work among existing public housing residents. To further support residents' efforts to work, we ask that the HACE allow transfers based on resident preference, where a transfer would enable residents to have better access to their place of employment, education, or job training. Residents should not have to pass up an employment or educational opportunity because of difficulty getting there if there is another available public housing unit nearby. We do not believe such a policy would create an undue administrative burden for HACE. The number of residents who would take advantage of this option if it were available, is probably fairly small. HACE could also impose reasonable limits to keep the policy from being abused (such as limiting residents to one transfer request in a three year period). But, even a limited ability to transfer would greatly help residents who receive a job offer or an opportunity for education or job training on the other side of town.

HACE Response – The HACE does not agree that people on the waiting list should have a lower priority than those who are in housing but need a larger unit, or a more convenient location. Due to the current vacancies, it is generally only a problem to correct under housed situations when a family does not meet other criteria for a transfer, or when the family requests a transfer to a specific scattered site (individual house) location. Historically, transfers for reasons that were not covered under the Admission and Occupancy Policy have been handled through the grievance procedure. Very few transfers, to accommodate family-size cannot be handled under the current policy. As a general rule, residents in multi-family developments, would prefer the privacy afforded by a single-family house. Unfortunately, the HACE inventory is predominantly in multi-family developments. Oftentimes, residents try to use medical justification for transfer to single family units. The use of the grievance procedure has been an appropriate method for determining the true medically necessary transfers. The HACE believes its current procedure works.

- d. **Preferences** – The RAB supports the HACE preferences for involuntary displacement, substandard housing, high rent burden, working families, residents who work and/or live in Erie, and the elderly. We feel that the HACE should also extend preferences for homelessness and victims of domestic violence. The only emergency housing that is currently available for those populations allow stays of no more than 30 days. The average wait on the HACE waiting list is approximately ----- months. Without a preference, families that are homeless or fleeing domestic violence have little hope of being admitted to public housing before the end of their shelter stays. Unless the HACE extends a preference to these families, they will face extreme hardship.

HACE Response – The current waiting list time is less than 30 days for most eligible applicants. Victims of domestic violence are often looking for quick, short-term housing while working out family issues. The HACE does not currently offer this form of housing assistance. If a family is in a shelter, the HACE is able to process most applications by the time the family is in need of, and prepared to stay in permanent housing. The HACE does not envision, at the present time, a change to this arrangement as it adequately responds to the community's needs.

- e. **De-concentration and Income Mixing** – The RAB generally supports the goal of de-concentrating poverty in HACE low-income communities, but opposes the use of skipping. Extremely low-income families are in the greatest need of HACE assistance. They should not be passed over in favor of less needy families. It should be possible for HACE to consider income when making a unit assignment, without skipping over needy families. When families make it to the top of the waiting list, those with higher incomes could be offered units in the lowest income communities, and vice-versa, depending on what is available. If there are no units available in higher income communities, a family's need for housing should take precedence over the goal of income de-concentration. De-concentration of poverty is important, and we are pleased that the HACE is exploring ways to accomplish that goal. But, it is also important to make sure that the lowest income families are not unfairly penalized in the process.

HACE Response – The HACE experience has shown that families with higher incomes (even within the current income limits) do not currently apply for public housing. The current vacancy situation provides the greatest opportunity to address both the mutual desirability of attracting higher income applicants and of taking care of very low-income applicants. HACE would like to take advantage of the vacancy availability to mix communities that would benefit from economic mixing, while not hindering the housing opportunities for those of low-income.

4. **PHA Rent Determination Policies**

- a. **Income-Based Rent Policies** – The RAB supports the removal of the minimum rent, the use of optional income disregards, and the retention of ceiling rents. The HACE decision to disregard all increases in earned income will greatly support residents' efforts to become self-sufficient. Under the current rent policy, many residents are worse off when their incomes increase than they were before. Not only does their rent increase, but their other income supports either decrease or disappear. By extending the mandatory disregards to cover all earned income, HACE will make it easier for working residents to get on their feet.

The RAB would like more information on the HACE income disregard policy. For instance, will the optional disregards follow the same schedule as the mandatory disregards (100% for 12 months, 50% for 12 months)? Also, will HACE apply a new disregard period for every increase in earned income? If a resident gets two raises 12 months apart, will HACE exclude 100% of 50% of the second raise?

The decision to keep ceiling rent will also greatly help working residents. Since the change from income-based rents to flat rents is not automatic, there is always a risk that residents who experience a change of income will be stuck paying more than 30% of their income toward rent. With ceiling rents, residents are better protected.

HACE Response – The HACE has incorporated all the QHWRA mandatory income disregards in its Agency Plan. In addition, the Authority's discretionary disregards that have been in place since January 1, 1998, are also maintained in the Agency Plan.

5. **Demolition and Disposition** – The RAB is pleased that HACE has no plans to demolish or dispose of any of its public housing.

HACE Response – The HACE appreciates the RAB comments in this regard. HACE hopes to explore alternative housing choices such as homeownership, cooperative, and other housing over the next few years.

6. **Community Service and Self-Sufficiency Programs** – The number of self-sufficiency programs that HACE either operates or coordinates is impressive. These programs are vital to our communities. The RAB appreciates the HACE commitment to supporting residents' efforts to achieve self-sufficiency.

HACE Response – The HACE appreciates the RAB comments in this regard.

7. **PHA Safety and Crime Measures** – The RAB agrees with the HACE assessment of resident safety needs, and with the planned activities to address those needs.

HACE Response – The HACE appreciates the RAB comments in this regard and will continue to discuss recommendations for further enhancements to the program.

8. **Other Information – RAB Recommendations**

- a. We note that the HACE has not recognized the Erie Tenant Council (ETC) as the RAB, and that you have expressed concerns regarding the ETC compliance with 24 CFR Part 964. While we do not share your belief that the ETC is out of compliance with federal regulations, the ETC is committed to working with you to resolve your concerns. It is our sincere hope that those issues will be resolved, and that you will recognize our Committee as the RAB in advance of next year's planning process.

HACE Response – The HACE has requested the ETC to confirm compliance with the resident participation and related proper voting procedures for appointment of officers. The ETC has been unable to accomplish this activity in the time allotted for preparation and consideration of this plan. Since most of the RAB members are also representatives from the ETC, the HACE has consistently sought to involve the ETC within the parameters of the regulation. The HACE is committed to assisting the ETC to comply with the federal regulations and act in the role of RAB during the coming year.

- b. **Description of Election Process for Residents on the Board of Commissioners**
Our committee feels that the resident representative on the HACE Board of Directors should be accountable to the residents. We ask that the resident Board member either be elected by residents at large, elected by the community resident councils, or appointed by the ETC.

HACE Response – The current resident Board member was appointed by the Mayor of the City of Erie, in accordance with state law. Future appointments will be at the discretion of the Mayor of the City of Erie. As in the past, residents are free to communicate with the Mayor of Erie as to the appointment process.

- c. The RAB appreciated the opportunity to participate in the planning process and specifically commented that it was informative and helpful.
- d. **The RAB Requests HACE Provide Internet Access** – In order to keep pace with current and upcoming HUD regulations and requirements, the RAB requests that the HACE provide internet access for access to the HUD web site, and other housing informational resources.

HACE Response – The HACE will consider the best approach to providing the group with Internet access. The RAB is encouraged to come up with utilization guidelines and principles that will prevent the access from being abused and to assure that it is made available for the general use of the RAB, and not for the personal use of individual residents.

Seven other written comments were received, in addition to those from the RAB. Two had to do with the designation of the Erie Tenant Council as the RAB. These comments have been addressed above. Two comments were general letters of support for the Plan and the Authority's efforts. Two agency comments addressed the issue of priorities in tenant selection and the Section 8 program. These comments requested specific preference for women who were currently in a program sponsored by the local DAWN organization; and for individuals with chronic mental illness currently being assisted by the Stairways organization. The Authority intends to request a waiver from HUD on the 15% limitation for project-based Section 8 assistance in order to be better able to address both of these and other "special needs" requests. One other written comment was received requesting that the Section 8 preferences (former federal preferences) be eliminated and the Authority process Section 8 applicants on a first come-first served basis. The Authority intends to accept this recommendation in the hopes of increasing the utilization rate for available Section 8 choice vouchers. This should eliminate duplicate work and speed the Section 8 process.